

**Town Manager's Office
Town of Mansfield**

Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: December 29, 2010
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

Departmental/Division News

- *Adrianne Storm Report*
 - *Emergency Management* - On Sunday afternoon the Office of Emergency Management participated in a conference call with the Governor and DEMHS staff to review the potential impacts of the storm and to ensure power restoration and sheltering (if needed) would be a planned and coordinated effort. Staff verified the town's shelter status and operation plans in the event that shelters would be needed. In addition, staff worked with the Town Manager to coordinate a potential delayed opening of municipal buildings. While the amount of snow (6 – 8 inches) that was received was less than the 10 – 20 inches that had been predicted, the wind did cause some power outages (Monday morning was the period of maximum customer outages 26). Staff received reports from CL&P and worked with CL&P to ensure that all known service outages had been restored as early as possible. CL&P reported that they had been able to restore power to all Mansfield customers by Monday evening.
 - *Fire & Emergency Services* - On Sunday, December 26th the first major winter storm of the season occurred. In anticipation of this weather event the fire department staffed the second ambulance at Station 307 from 6:30 p.m. on Sunday to approximately 6:30 p.m. on Monday. In addition, the department staffed Stations 107 and 207 with one additional firefighter at each station from 6:30 p.m. on Sunday to approximately 3:30 p.m. on Monday. During the 24 hour period identified the department responded to twelve (12) calls for service; call types were as follows: Emergency Medical Service 5; Motor Vehicle Accident 1; Power Lines Down 2; Tree Fell on House (no injuries) 1; Mutual Aid (given) 3.
 - *Public Works* - The Town DPW was on the road from noon on Sunday through 3 PM on Monday tending to this last storm. All available personnel were deployed. (Three trucks were called in again at midnight on Monday to plow off drifts.) While snowfall totals were less than predicted, drifting due to the high winds was a problem in the usual places on Mansfield roads (Browns Road, Mansfield City Road, Bassetts Bridge Road, Stearns Road, East Road, etc.) and in parking lots. Portions of the Beech Mountain subdivision were closed due to downed wires. Most of the equipment ran well, with one truck repaired out on the road (in some pretty tough conditions) by Mechanic Shawn Jennerwein.
- *Facilities Management*
 - *New Photovoltaic Systems Installed* - The Town of Mansfield recently expanded its use of on-site renewable energy. As of December 20, 2010, four more municipal buildings were added to the count of operating photovoltaic systems on Mansfield's rooftops. The first 83 kilowatt (kW) solar system was placed on the Mansfield Community Center's roof in 2008 supplying about a third of the Center's electrical needs. E.O. Smith High School was the second building to be awarded a free 3 kilowatt photovoltaic system through the Connecticut Clean Energy Fund. The Mansfield Library, Mansfield Senior Center, Fire Station #107 (on Route 32) and Fire Station #307 (on Route 195 by the Altnaveigh Restaurant) are the recipients of the newest solar installations. The Town has contracted with the company, DCS Energy. Thanks to state and federal grants, DCS Energy has been able to offer the solar systems to the Town for free. Additionally, the electrical power generated from the panels will also be free. The Library has a 4.5 kW system, the Senior Center has an 8 kW system, Fire Station

#107 has a 4.5 kW system and Fire Station #307 has a 6 kW system. To gauge the size of these systems, a "typical" household would need a 7 kW system to power all its electrical needs. Although these are small photovoltaic systems, we estimate that they will supply each building with about a third of its electrical energy and reduce our electric bills by a total of \$600 per month. For more information about the solar systems, contact Bill Hammon, Director of Facilities Management at 860-429-3326.

- *Human Services*

- *Holiday Giving Program* - The Department of Human Services completed a very successful holiday giving program last week, after experiencing a significant increase in demand despite a decrease in the total number of sponsors. Through the generosity of a large number of donors, including Town Hall employees, all requests for holiday assistance were met either with food, gifts, cash, or a combination of the three. Sixty-six families received food baskets from the Storrs Congregational Church, supplemented by a number of organizations, businesses, and private donors. 74 families received gifts from different groups, organizations, Town Hall employees and private citizens and 43 families received a monetary gift from the Mansfield Holiday Fund. This year the Department assisted the Mansfield Holiday Fund with the donor mailing and program administration, and more than \$12,000 was collected from more than 150 families and individuals. All of these efforts resulted in helping families experience a happy holiday season during a time of significant need, and we are grateful to all who contributed to this endeavor!

- *Parks and Recreation*

- The ice rink is now open to the public. The rink is available free of charge to anyone who wishes to use it. Users do not need to be members of the Community Center. The open hours are the same as the community center hours: 5:30 a.m.-10 p.m. on Mon. through Sat. and 8 a.m.-9 p.m. on Sundays.
- The Parks and Recreation Department had its second Giving Week Dec. 20-26. (the building was closed on Dec. 25). The first one was during Thanksgiving week. 15 Fitness and Recreation instructors donated 44 hours of their time during the two Giving Weeks; during the program classes were free of charge to the general public (not just members) with a voluntary donation to the Mansfield food pantry.
- During the two weeks following Christmas (Dec. 27-Jan. 9), members and day pass users can take advantage of free fitness classes. These are mini-sessions that were started due to the popular demand of the participants who didn't want to stop exercising just because it was holiday time. The mini-sessions are free of charge to members. Non-members pay the daily fee. Schedules are available at the Community Center.

Major Projects and Initiatives

- *Assisted/Independent Living Project* – On January 12th, staff and I will meet with representatives from Masonicare and UConn to discuss Masonicare's water and wastewater needs for its Mansfield project. The Council also has the project scheduled for discussion at one of its January 2011 meetings.
- *Police Services Study* – the steering committee will meet next week to debrief the information-gathering phase of the project, including the focus groups and on-line survey, and to discuss next steps with the study.
- *Regionalism Committee* – Neal Beets from Windham and I are meeting with department heads and key staff to discuss opportunities for regional initiatives and service sharing. We met recently with public works staff and have a meeting scheduled with parks and recreation in January. I have also been participating in WINCOG work sessions on service sharing. I will schedule a meeting of the Regionalism Committee so that I can brief the members on these recent activities.
- *School Building Project* – I attended last week's meeting of the School Building Committee where we discussed the Council's directives. As a next step, the school administrators will meet to discuss potential means to lower the overall project cost for Option E (two new elementary schools and various renovations to Mansfield Middle School) and will report back to the building committee later in January.

Member Organizations

- *Storrs Farmers Market* - The Storrs Winter Farmers Market is now open! Now in its third year, the Winter Market is open on the 2nd and 4th Saturdays from now through April from 3:00 – 5:00 pm in the Buchanan Auditorium at the Mansfield Public Library. The Winter Market features a wide variety of CT Grown items, including fresh vegetables; cold-storage produce (e.g. apples, squash); beef, lamb, and pork; goats milk cheeses; fresh-baked breads, pies, and cookies; and much more. For more information or to sign up for weekly emails from the Market, please contact StorrsFarmersMarket@gmail.com.

Special Events

- *Winter Fun Day* - The Mansfield Downtown Partnership, Mansfield Community Center, and Town of Mansfield invite area residents to the 5th Annual Winter Fun Day! Winter Fun Day will be Saturday, February 12 from 11:00 am to 2:00 pm at the Mansfield Community Center. Many great, family-friendly activities are planned, including ice skating (weather permitting), horse drawn wagon rides, ice sculptures, and crafts. For more information, please contact the Partnership office (860.429.2740 or mdp@mansfieldct.org). [Inclement weather date is Saturday, February 19.]

Upcoming Meetings*

- Police Study Steering Committee, January 3, 2011, 2:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Inland Wetlands Agency/Planning and Zoning Commission, January 3, 2011, 7:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Special Town Council Meeting, January 4, 2011, 6:30PM, Council Chambers, Audrey P. Beck Municipal Building
- Agriculture Committee, January 4, 2011, 7:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Advocates for Children, January 5, 2011, 5:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Ethics Board, January 6, 2011, 4:30PM, Conference Room B, Audrey P. Beck Municipal Building
- Community Quality of Life Committee, January 6, 2011, 7:30PM, Council Chambers, Audrey P. Beck Municipal Building
- Housing Code Board of Appeals, January 10, 2011, 5:30PM, Conference Room C, Audrey P. Beck Municipal Building
- Town Council, January 10, 2011, 7:30PM, Council Chambers, Audrey P. Beck Municipal Building

**Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 429-3302 for a complete and up-to-date listing of committee meetings.*